

ECO-Database, Project Reviewer Instructions

Updated 4/3/2014

Step 1: Log in to ECO-Database using the following link.

<http://www2.dor.state.ne.us/ecod/code/ndor/current/statewide/login.aspx>

Username: **dor#####**

Password: **use your computer login password**

Step 2: Use the filter options at the top of the page to find the project you need to review. (see below)

Project List

Project: **Control number** **Project number** **Project name**

Let date:

Manager:

Review: ☐ Not started ☐ Started ☐ Complete

District: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8

Status: ☐ Not started ☐ Construction ☐ Establishment ☐ On-going monitoring ☐ Completed ☐ Disabled

Type: ☐ Construction ☐ Maintenance ☐ Capital facility ☐ Other environmental commitment ☐ Local public administration

Limit: 50 from 0 << >>

[Refresh this list](#)

Project numbers marked in green came from the SM/PES database.

	Project created	Project number	Control number	Project name	District	Manager	Type	Let date	Status	Review	Corrective actions
EDIT	4/2/2014	00-0(000)	00000	Mitigation Bank 001	1		Construction		Not started	N/A	CORRECTIVE ACTIONS
EDIT	3/31/2014		61589a	Big Springs - Brule Crossovers	6		0		Not started	SPTD	CORRECTIVE ACTIONS
EDIT	3/31/2014	NH-80-1(185)	51458A	SIDNEY WEST CROSSOVERS	5		Construction		Not started	N/A	CORRECTIVE ACTIONS

Step 3: Click on the “**EDIT**” link located on the left side of the project you need to review. This will open up the project screen.

Step 4: Click on “**Project Checklist Questions**” button at the top of the page. This is where you will review and enable questions for that specific project. (see below)

Project Editor

[Back to Projects](#) [Project Checklist Questions](#) [T&E Species](#) [Inspection schedule](#)

Fields in green will be overridden by SM/PES values.

PROJECT INFORMATION

Review approval date: 4/2/2014

Project Number:

Control Number: 61589a

Project Name: Big Springs - Brule Crossovers

Step 5: You can use the filter options at the top of the page to sort out your particular category of questions. Check the box next to your category and then click the “Refresh this List” button. This will make navigating through your specific questions much faster than just scrolling through all of them. (see below)

Questions for Project: Big Springs - Brule Crossovers

Show only category group(s): ☒ EDU - NEPA ☐ T&E - Threatened and Endangered Species and Wildlife ☐ EPU - Wetlands
☐ LPA - Checklist 12-20 Questions ☐ Wetland Mitigation Monitoring

[Save Changes](#) [Refresh this list](#) [Back to Project](#)

These project checklist questions approved by:

- ☒ RSU approved by Ronald Poe on 3/31/2014 at 9:39 AM
- ☒ EPU approved by Kimberly Baker on 4/2/2014 at 8:28 AM
- ☒ T&E approved by Melissa Marinovich on 4/2/2014 at 8:32 AM
- ☒ EDU approved by Danielle Moore on 3/31/2014 at 1:35 PM

Step 6: You can now enable questions by checking the boxes next to the questions. If you select the box next to the category header it will enable all the questions under it. You can always turn questions on/off individually (see below).

Questions for Project: Big Springs - Brule Crossovers

Show only category group(s): ☒ EDU - NEPA ☐ T&E - Threatened and Endangered Species and Wildlife ☐ EPU - Wetlands
☐ LPA - Checklist 12-20 Questions ☐ Wetland Mitigation Monitoring

[Save Changes](#) [Refresh this list](#) [Back to Project](#)

These project checklist questions approved by:

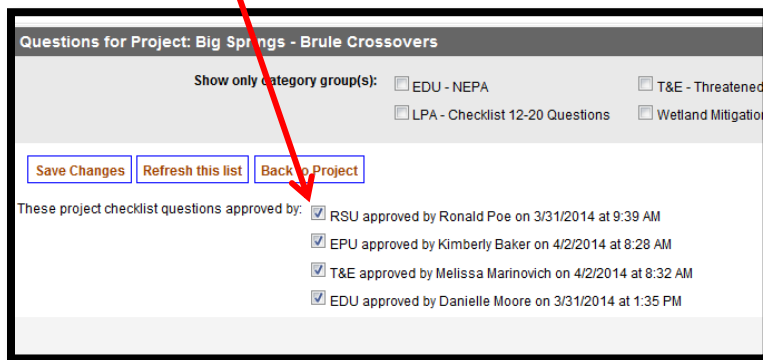
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Question

☒ (EDU - NEPA) NEPA Conditions

- ☒ Has the construction process protected worker health and safety as required by the Construction Labor and NDOR specifications?
- ☐ Has coordination with emergency services such as police and fire departments occurred?
- ☐ Has coordination with the utility companies occurred?
- ☐ Was a news release published?
- ☐ Has airport coordination been completed?
- ☐ Has the contractor coordinated with DEQ regarding the wellhead protection area(s)?
- ☐ Has stakeholder coordination occurred as stated in the project contract?

Step 7: When you have enabled all the appropriate questions, scroll to the top of the page and check the appropriate box next to your Environmental Unit (see below) to document that you have completed your review. The system will automatically add a date/time stamp with your name.



Questions for Project: Big Springs - Brule Crossovers

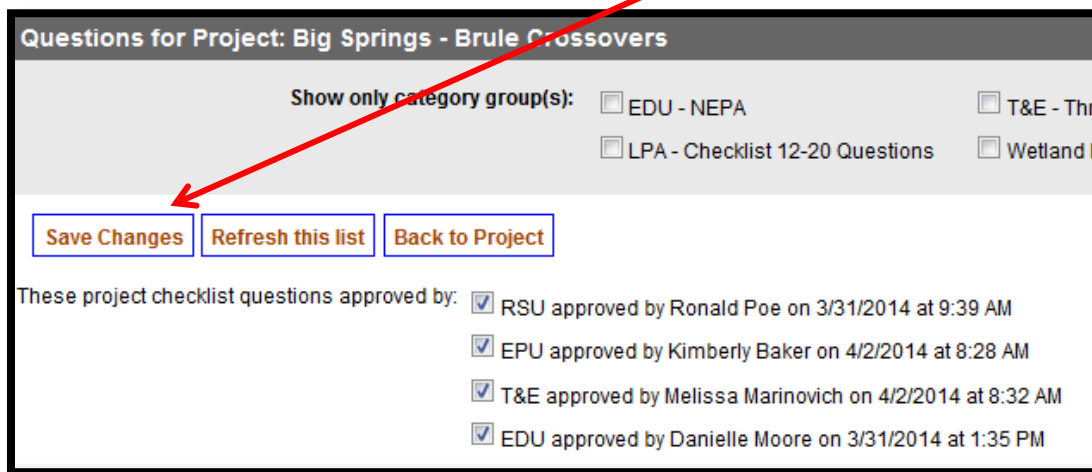
Show only category group(s): ☐ EDU - NEPA ☐ T&E - Threatened
☐ LPA - Checklist 12-20 Questions ☐ Wetland Mitigation

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Step 8: Lastly in order to save your changes click on “**Save Changes**” button (see below). If you navigate off of the page without doing this you will need to go back and repeat everything and then “Save Changes” again.



Questions for Project: Big Springs - Brule Crossovers

Show only category group(s): ☐ EDU - NEPA ☐ T&E - Thr
☐ LPA - Checklist 12-20 Questions ☐ Wetland

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Notes: If you find there are questions that need to be edited, added, deleted, etc. Please contact Gabe Robertson gabe.robertson@nebraska.gov so the changes can be made in the system.